

**St Mary's Church, Hitcham**

**Minutes**

7.30pm on Thursday 27<sup>th</sup> April 2023

PCC MEMBER ATTENDEES: Chris Berry (Warden), Carol L Bader (Deputy Warden), Jo Cork, Debbie Rainer, Mary Howarth, David Ross-Hamilton, Ann-Marie Hill

APOLOGIES: Ray Woodlock, Josie Heffernan

GUESTS: Christine Webb, Sonia Hart

NO.	TOPIC	DETAILS	ACTION
1.	Welcome	Christine Webb (CW) and Sonia Hart (SH) were welcomed by CB, who chaired the meeting. SH shared that the Wednesday service is attracting more members.	
2.	Safeguarding and pastoral concerns	MH confirmed that pastoral support continues to be offered to those who need it.	
3.	Apologies	Josie Heffernan and Ray Woodlock	
4.	Minutes 9.3.23	Approval proposed by CB, seconded by DRH, no objections.	
5.	Current situation, services etc	<p>A recruitment process summary document for the congregation has been created and will be shared in the notices and displayed. We await a decision from the deanery about next steps. On 4<sup>th</sup> June Gill Lovell will visit to do a Q and A at the 10am service. This will be followed by coffee and informal discussion. A consultation will follow about St Mary's future; this is likely to include a quiet away day on 10<sup>th</sup> June (location to be agreed) and the whole church will be invited to attend and contribute. This will be followed by a wider consultation based on St Mary's past, present and future. A vacancy prayer is being created.</p> <p>A discussion took place about the fifth Sunday (10am service), led by CLB following input from our musician, Paula. A trial 'Souper Sunday' service will take place 30.4.23 (Vocation Sunday, non-communion). We are aiming for an inclusive, creative service followed by fellowship.</p> <p>Services in August were discussed, subject to vicar availability. CB suggested a 10am traditional service, this was agreed.</p> <p>The prayer book is being reviewed ahead of a relaunch. There is an informal 'Prayer warrior' WhatsApp prayer group which includes current and past members of S Mary's. A new group to also be considered. The aim is to bring prayer back into the centre of St Mary's, including a quiet song at the end of services to encourage prayer/reflection until we can reform the prayer ministry team for personal prayer offering.</p> <p>CB shared hopes of reintroducing BFG and Xplorers as part of our aim to attract young families. A trial on the 14<sup>th</sup> May is planned. DR is able to support once a month.</p>	
6.	Finance and Parish Share 2023	<p>There were some questions about the 2022 financial statement.</p> <p>CLB asked about the increase in telephone costs. Most of the cost funds the landline/wifi. Perhaps the current usage of £40 per month could be charitably funded, SH advised about complexity of rules/regulations (eg</p>	

		<p>signatories). CW suggested turning off the heating for the 11am service as the church is warm by then.</p> <p>DR double checked her understanding that in 2021 we had funds totalling £83,277.00, reduced to £58,732.00 in 2022. CB confirmed this to be correct. DR requested clarification about allocated charitable donations defined as 'others' for 2021 £5,557.00 and 2022 £5,353.00. CB and DRH understood this to be mission/charitable donations awaiting allocation, but clarification about 2021 in particular will be established before submitting the final accounts to the diocese.</p> <p>Gift Aid under £30 can be automatically claimed (GDSR), this has been back dated and will be claimed every six months going forward.</p>	CB,DRH
7.	Fundraising	Angela Berry has suggested a book/CD/vinyl sale, with unsold donations being sold via an app that Angela is happy to organise. There will be a fundraising raffle at the Coronation social event.	
8.	Policies	Basic food safety guidance is yet to be displayed in the kitchen. Following our recent creation of an Interment of Ashes policy, DR shared a photo of an interment of ashes room built onto a church building in Bosham. This might be something to consider in the future.	
9.	Inclusive Church	CB explained this initiative to new members of the PCC. St Peter's, Burnham, is a member and has the statement of inclusivity displayed on their pews. Pam Rogers, their church warden, says they have found the linked resources really help them reflect on and improve their welcome to a diverse congregation. An advance notice to be shared with our congregation about this aim ahead of further explanation on the fifth Sunday 10am service on 30 July.	CLB (date was changed)
10.	King's coronation	Hospitality was discussed. This afternoon tea event is not a fundraiser and spaces need to be booked online.	
11.	APCM	The majority of reports have been sent to CLB. DR to display notices on the PCC section of the porch display board. Electoral Roll forms are on the welcome desk. DR to ask Carrie if happy to manage Zoom; Harsh to be invited. This invitation to be extended to all church members via the newsletter.	DR
12.	Electoral roll	AMH is managing this, there are two changes outstanding ahead of submitting the report to CLB.	AMH
13.	Any other business	<p>Livestreaming/videoing of services was reviewed as viewing data for the first quarter is disappointing (FaceBook and YouTube). A recommendation to record the notices, reading and talk was discussed and a format considered. No decision was finalised as to the format which will be agreed with CB, DRH, CLB and PD, however it was agreed to cease livestreaming the whole service and not to publish the full service recording .</p> <p>MH asked if her attendance at the LLM Conference could be funded by the Kitts Fund at the sum of £150. DR proposed payment, AMH seconded, there were no objections.</p>	DRH
15.	Next meeting	APCM 21.5.23	
16.	Prayer and end	CLB led the final prayer.	